

Note that Invitation letters from the academic institution are not required to apply for a visitor visa to the United States. For more information, visit travel.state.gov.

We suggest you to write a letter in English and addressed to the individual(s) you are inviting to the US. The letter should state:

1. Purpose of the visit
2. How long the visitor will stay in the US
3. What you will provide for the visitor (Example: room and board, money, etc.) You must include proof of income if you will provide support for your visitors. Acceptable proof of funding would include:
 - a. a bank statement showing your personal funds
 - b. a letter from your academic department's business office
4. A copy of your I-20 or DS-2019
5. A copy of current transcript or Enrollment Verification Letter from the Registrar's Office. Instructions for requesting these documents can be found on their website:
 - a. https://www.tamuk.edu/registrar/RGAD_ACADEMICPROCEDURES/index.html
 - b. https://www.tamuk.edu/registrar/RGAD_RESOURCES/transcripts.html